

WELFARE ASSISTANT PERSON DESCRIPTION

1. Educational Achievements, Qualifications and Training

Essential

- A current first aid qualification

2. Job related Knowledge/Aptitude/Skills

Essential

- An ability to communicate effectively
- An ability to work independently and as part of a team
- An ability to show initiative in a range of situations
- An ability to interact positively with pupils, parents, colleagues and visitors to the school
- A respect for the need for confidentiality

Desirable

- Knowledge of educational issues
- Knowledge of community languages
- An ability to use information technology effectively

3. Experience

Desirable

- Experience of working in an educational setting

4. Personal Qualities

Essential

- Confidence, warmth, sensitivity, reliability, maturity, enthusiasm and positivity
- Good interpersonal skills
- A commitment to parental, community and Governing Body partnership

5. Equal Opportunities

- An understanding of and willingness to comply with the council's Equal Opportunities Policy

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment